

| REPORTS INVENTORY   |              |  |  |   |  | CONTROL NO.  |                                |
|---|--------------|--|--|---|--|--|--------------------------------|
| PREPARE IN DUPLICATE  |              |  |  |   |  | DDS/OF/BSD   |                                |
| 1. TITLE OF REPORT (If a fill-in report include Form No.)   |              |  |  |   |  | 2. TYPE OF REPORT  |                                |
| TDY RETURNEES   |              |  |  |   |  | <input type="checkbox"/> STATISTICAL<br><input type="checkbox"/> NARRATIVE<br><input checked="" type="checkbox"/> MACHINE-NAME LISTING |                                |
| 3. FUNCTIONAL AREA  |              | <input checked="" type="checkbox"/>                              | PERSONNEL                                |   | TRAINING   | ADMIN. GENERAL   |                                |
|   |              |  | LOGISTICS                                |   | SECURITY   | OTHER (specify)  |                                |
|   |              |  | MEDICAL                                  |   | FINANCE  |  |                                |
| 4. NO. OF COPIES PREPARED   |              | 5. FREQUENCY (weekly, monthly, quarterly, etc.)                  |  |   | 6. DISTRIBUTION (No. of components not number of copies) |  |                                |
| 3   |              | Weekly   |  |   | 1 (one)  |  |                                |
| 7. FORMAT (memorandum, form computer print-out, etc)  |              | 8. ADP PROCESSING  |  |   | 9. DIRECTIVE AUTHORITY REQUIRING REPORT                  |  |                                |
| Memorandum  |              |  | YES                                      | IF YES GIVE ADP PROCESSING NO.  |  | See Item 13  |                                |
|   |              | <input checked="" type="checkbox"/>                              | NO                                       |   |  |  |                                |
| 10. PREPARING COMPONENT (include lowest level contributing information to report)   |              |  |  | 11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) |  |  |                                |
| CPB   |              |  |  | NONE  |  |  |                                |
| 12. COST FACTORS  |              |  |  |   |  |  |                                |
| A. MANUAL PREPARATION AND REVIEW COSTS  |              |  |  |   |  |  |                                |
| GRADE   | HOURLY RATE  | <input checked="" type="checkbox"/>                              | HOURS PER REPORT                         | =   | COST PER REPORT  | <input checked="" type="checkbox"/>  | TIMES PREPARED = COST PER YEAR |
| GS-05   | \$ 3.78      |  | 1.90                                     |   | \$7.18   |  | 52 \$373.36                    |
| GS-14   | 10.70        |  | .10                                      |   | 1.07   |  | 52 55.64                       |
|   |              |  |  |   |  |  | \$429.00                       |
| B. COSTS OF COMPUTER PRODUCED REPORTS   |              |  |  |   |  |  |                                |
| N. A.   |              |  |  |   |  |  |                                |
| TOTAL COSTS PER YEAR  |              |  |  |   |  | \$429.00   |                                |
| 13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (In addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT. |              |  |  |   |  |  |                                |
| Requirement established by Central Cover Staff (see attached memo dated 6 January 1966).  |              |  |  |   |  |  |                                |
| 14. FUTURE GOALS  |              |  |  |   |  |  |                                |
| GOAL PROPOSED BY COMPONENT FOR THIS REPORT  |              |  |  |   |  | ESTIMATED SAVINGS  |                                |
| <input checked="" type="checkbox"/>   | RETAIN AS IS |  | <input type="checkbox"/> OTHER (explain) |   | MAN-HOURS  |  | DOLLARS                        |
| <input type="checkbox"/>  | CHANGE       |  |  |   |  |  |                                |
| <input type="checkbox"/>  | DISCONTINUE  |  |  |   |  |  |                                |
| 16. DATE OF INVENTORY   |              | Approved For Release 2006/11/13 : CIA-RDP75-00399R000100150017-3 |  |   |  |  |                                |
| 8 October 1970  |              |  |  |   |  |  |                                |